



# MICHAEL ANDERSON

## LEAD SCHEDULER

### PROFILE

Dynamic Construction Scheduler with extensive experience in large infrastructure projects, specializing in the alignment of complex schedules with strategic project objectives. Expertise in utilizing innovative scheduling tools to enhance project workflows and improve efficiency. Proven ability to analyze and forecast project timelines, ensuring projects are completed within budget and on time.

### EXPERIENCE

#### LEAD SCHEDULER

##### Global Infrastructure Corp.

2016 - Present

- Oversaw the development and maintenance of project schedules for major infrastructure initiatives.
- Facilitated risk analysis workshops to identify potential scheduling challenges.
- Collaborated with engineering teams to integrate design changes into project timelines.
- Monitored compliance with regulatory requirements affecting project schedules.
- Produced executive-level reports on project status, risks, and schedule forecasts.
- Mentored junior schedulers in advanced scheduling techniques and tools.

#### PROJECT SCHEDULER

##### Metro Construction Services

2014 - 2016

- Created and managed detailed project schedules for urban development projects.
- Applied CPM techniques to optimize project timelines and resource utilization.
- Engaged with cross-functional teams to ensure alignment of project objectives.
- Developed contingency plans to address schedule delays and resource shortages.
- Utilized scheduling software to track progress and report on key milestones.
- Organized project kickoff meetings to align stakeholders on scheduling priorities.

### CONTACT

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### SKILLS

- Advanced Scheduling Techniques
- Risk Management
- Stakeholder Engagement
- Project Reporting
- Time Management
- Team Leadership

### LANGUAGES

- English
- Spanish
- French

### EDUCATION

#### MASTER OF SCIENCE IN PROJECT MANAGEMENT, CITY UNIVERSITY

### ACHIEVEMENTS

- Achieved a 30% improvement in scheduling accuracy through the implementation of new software tools.
- Received a commendation for excellence in project delivery from the city council.
- Successfully managed schedules for projects totaling over \$100 million in value.